From,

\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_

To,

\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_

 Sub:  Veterinarian In The Neighbourhood

Dear Friends,

Have you ever wondered why there are not enough services to \_\_\_\_\_\_\_\_\_\_\_(mention process) with a creative edge? You have always had to make do with the services available here or travel great distances for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(mention process) that pleases you. We are pleased to introduce our \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ service. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Mention brand) has been in service for several years and is now opening a branch in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Mention Area).

You can forget about all the hustle and bustle when you think of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Mention process) and just leave it to us. We have a dedicated team which will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(mention service) in the best way possible and will even take in ideas from your side!

Just give us a call, and we’ll be at your service.

Best Regards,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Address)